



Minutes: February 18, 2016

Mission - To ensure that every child in Tennessee receives the best pediatric emergency care in order to eliminate the effects of severe illness and injury.

Vision - To be the foremost advocate for children throughout the continuum of care in Tennessee and the nation.

MEETING CONFERENCE CALL

Time: <u>Central Time Zone-</u> 11:00 AM - Call to Order	PLACE: LENTZ PUBLIC HEALTH CENTER 2500 Charlotte Ave, Nashville, TN 37209
---	--

MINUTES OF PREVIOUS MEETING: Previous Meeting Date November 12, 2016
Minutes: Approved Not Approved Distributed prior to Meeting Not Submitted – Not Completed

PRESENT: Voting: Kara Adams, Ashton Anderson, Brandi Asbill, Lee Blair, Angie Bowen, Rose Boyd, Kevin Brinkmann, Seth Brown, Chris Clarke, Christy Cooper, Kate Copeland, Beckye Dalton, Bryan Dejanovich, Yvette DeVaughn, Jennifer Dindo, Joel Dishroon, Cristina Estrada, Joann Ettien, Barry Gilmore, Amber Greeno, Marvin Hall, Deena Kail, Rudy Kink, Darvey Koller, Shannon Lankford, Kim Mackeil-White, Marisa Moyers, Missy Nelson, Lisa Nistler, Maureen O’Connor, Leslie Phelps, Anissa Revels, Chris Siano, Lynn Thompson, Michele Walsh, Ben Welch, Rita Westbrook, Heather Wheeler, Regan Williams, Jonathan Wood, Amanda Yarber

Non-Voting: Colleen Costello

TN EMSC: Erin Davis

State Liaisons: Rose Boyd, Kyonzte Hughes-Toombs, Randall Kirby, Robert Newsad, Ann Reed, James Tabor, Donna Tidwell, Donita Woodall

ABSENT: Voting: Michael Carr, Crile Crisler, Scott Giles, Sandy Hayes, Rudy Kink, Missy Nelson, Charla Sparks, Debi Tuggle

Non-Voting: Sue Cadwell, Paula Denslow, Trey Eubanks, Kenneth Holbert, Purnima Unni

State Liaisons: Joe Holley, Terry Love, Rob Seesholtz, Michael Warren

TN EMSC: Rhonda Phillippi

MEETING GUESTS: Corrie Berry, Mary Anne Little, Wanda Keath, Fawn Lewis, Dawn Morrow, Miguel Rodriguez, Jeannie Statzer

Overall Lead/ Time Allotted	Topic	Summary / Decisions	Assignment / Next Steps
Barry Gilmore, MD	Meeting called to order	Dr. Gilmore welcomed everyone to the CoPEC meeting, provided an overview of meeting	



Erin Davis, TN EMSC, Program Coordinator	Roll call		
Anissa Revels	Membership Q & A	Anissa led the membership in a Q & A activity to help everyone familiarize themselves with some basic information about CoPEC, what we do and how they are different from the TN EMSC Foundation.	
	Important Dates	Reviewed upcoming important dates: <ul style="list-style-type: none"> • February 18, 2016 – February CoPEC Meeting • April 7, 2016 – April CoPEC Meeting • April 7, 2016 – PEM Fundraiser • April 8 – 9, 2016 – 2016 PEM Conference (Franklin, TN) • May 5, 2016 – 2016 Star of Life Awards • August 11, 2016 – August CoPEC Meeting • November 3, 2016 – November CoPEC Meeting (change from previous date – this date was more favorable for the group) 	
	Dashboard Overview	Erin provided an overview of the interactive dashboard the EMSC office created to track the tasks	
Lunch			
All	Broke into work groups		
New Strategic Plan Work Groups			
1. Branding - Marisa Moyers	Marisa Moyers, Darwin Koller, Terry Love, James Tabor, Paula Denslow, Maureen O'Connor, Purnima Unni		
2. Data - Rudy Kink	Rudy Kink, Robert Newsad, Marvin Hall, Beckye Dalton, Sue Cadwell, Missy Nelson, Joann Ettien, Regan Williams, Trey Eubanks, Amber Greeno, Michael Warren		
3. Standardization - Kevin Brinkmann & Cristina Estrada			
3a. Infrastructure – Kevin Brinkmann	Kevin Brinkmann, Seth Brown, Ben Welch		
3b. Disaster - Rita Westbrook	Rita Westbrook, Michele Walsh, Yvette DeVaughn, Lisa Nistler, Ashton Anderson, Kara Adams, Randall Kirby, Joel Dishroon, Joe Holley		
3c. Performance Measures - Cristina	Cristina Estrada, Ann Reed, Lee Blair, Deena Kail, Christy Cooper, Kyonzte Hughes-Toombs		



Estrada	
4. Membership - Kate Copeland and Angie Bowen	Kate Copeland, Shannon Lankford, Jennifer Dindo, Angie Bowen, Anissa Revels, Brittainy Jones
5. Funding - Michael Carr	Michael Carr, Brandi Asbill, Leslie Phelps, Chris Siano, Donita Woodall, Sandy Hayes, Rose Boyd
Groups Reported Out	
	<p>Data</p> <p>5 strategies – divided the work out to determine all of the data sources that exist Funding committee approved statistician that has been identified</p>
	<p>Membership</p> <p>Went through first year goals and accomplished a lot already Membership survey by Feb 26th will be sent out to the whole group by the committee...will have a couple weeks to complete Create a mentor program for new members to have access to a go-to person to answer questions Let state office know if new members are coming from the facility to help them to feel welcome Every committee chair to send this committee a blurb of what this committee is doing to share with new members Membership orientation will be made available online – went well this morning</p>
	<p>Disaster</p> <p>Will be voted on by August meeting Group has made a great turn – hopefully rough draft by April 7th Add disaster education as the addendum (decontamination, bioterrorism)...will be a toolbox online By 2017 have a tabletop drill...statewide drill in the talks with the state</p>
	<p>Standardization</p> <p>Rules and regulations reviewed prior to March 14th meeting – call for group to attend...look at concerns from every region Facilities in TN self-designate, Kevin explained Scheduled review to maintain the rules and regs and make sure they are current and up-to-date</p>



	<p>Recommendations can be made to the descriptions This is core to what we do in CoPEC</p>	
	<p>Branding</p> <p>5 strategies: Identify stakeholders – which they did at today’s meeting – will send group out Identify existing resources – expert hired if necessary – logo design, brochure, market focus group There needs to be a policy in place – who can use the logo, what is the approval process for its usgae, look at the policies of other groups Update organizational chart YouTube Page, bolster social media</p>	
	<p>Funding</p> <p>Increasing dues to \$60/annually...currently being determined Identified 2 grants that we can apply for and could being ongoing sources of revenue Kroger linkage Postcard draft has been drafted to mail to areas surrounding the CRPCs Email a friend campaign A great save billboard Working with a media person Connect with the branding group overlaps with the funding group a lot – branding group to look at draft postcard</p>	
<p>ADJOURNMENT: 3:00 []AM [X]PM RECORDED BY: Erin Davis APPROVED BY:</p>	<p>NEXT MEETING: April 7, 2016</p> <p>LOCATION TBD ASAP</p>	